

LIFE ACTION PLAN

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Introduction

The Life Action Plan is a tool I use to help you build out your own personal life plan. The tendency today is to get so caught up by the cultural pressures around us (work, family, media, our own traditions and dysfunctions) that we stop living the life we always wanted to live. Instead, we get caught in a rut. And then years later we look back and say, “If only I could live my life over again, I would...”

My commitment is to help you not end up there. Instead, I want you to take responsibility for and charge of your own life. Therefore, I have created a tool to walk you through the process of asking the tough questions about your life, dreams, commitments, passions, mission and outcomes.

The best way to complete this process is to go on your own “personal retreat” where you do nothing but think, reflect, pray, dream, evaluate and write out your answers to these questions. Please don’t get sidetracked. Just press on and make yourself answer these questions. AND be honest! Don’t live in denial on this. Be forthright. It’s for your own benefit.

Once you have answered these questions you will be in a position to begin to write your own personal business plan. Can you imagine building your business or profession without counting the cost, without a thoughtful foundation and game-plan? That would be unwise at best. In the same manner, you should not try to build out your life without a plan. If you do attempt to do this, you will constantly be held hostage by the culture around you (including your own bad habits).

Studying my chapters in my book, *Achieving Authentic Success*, on “Integrate ALL of Life” and “March to a Mission” will help you build out this plan and put it to work. For best results, however, let me suggest that you meet with one of our Life Coaches to walk you through this purpose. One of my associates can help you not only build out your own *Life Action Plan* but also begin to coach your through some of the programs we have developed that help you put this plan to work. Also, you may find my *Personal Leadership Program* (MAXIMIZERS) the most helpful. This self-study will help you build an internal engine based on timeless, universal principles and core competencies that will propel you to new heights of growth and development.

Now enjoy the journey!

THE ALIVENESS INVENTORY

What are the current signs that indicate your life is rich, full, and alive? What are the signs that indicate, no, your life isn't as full and vital as you might wish? Think of taking this inventory as you would a periodic physical examination. Check either Yes or No according to how you feel about each question **today**.

Question	Yes	No
1. Are my work life, personal life, and family life in balance?		
1. Do I regularly enjoy hearty belly laughs?		
1. Do I have written goals for my life?		
1. Do I take time daily to be alone?		
1. Do I have at least two nutritious people in my life?		
1. Do I take time for the maintenance of good health and vitality?		
1. Do I have a spiritual base and meaning in my life?		
1. Do I recognize my gifts, talents and abilities, and use them fully?		
1. Am I committed to a purpose?		
1. Is my leisure/play activity satisfying to me?		
1. Do I view life's events as opportunities to grow?		
1. Do I have an effective system of daily self-management?		
1. Am I an effective listener?		
1. Do I take the risks necessary to live the life I have imagined for myself?		
1. Do I have models for the way I'd like to be?		
Total Numbers		

How to Interpret Your Score

The total of Yes responses on the Aliveness Inventory provides a general idea of your quality of life. Compare your total score with these standards:

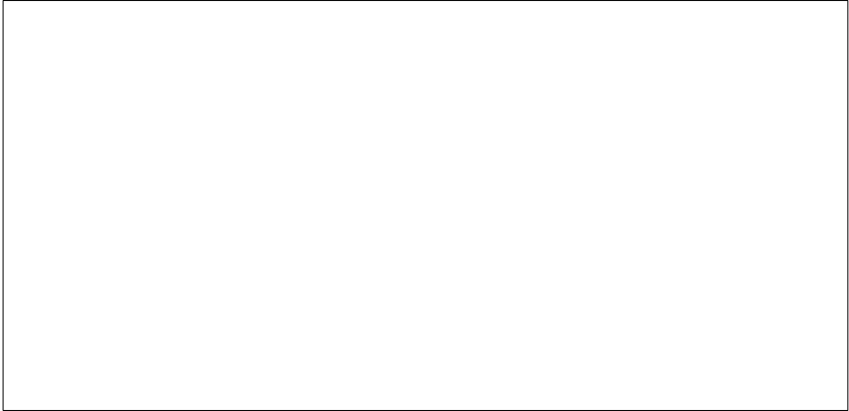
12-15	Excellent	Your habits are enhancing your quality of life.
7-11	Average	You're obviously trying, but there are several areas open to improvement.
Below 7	Poor	Your quality of life is probably diminished by your habits.

As you reflect on your quality of life, focus on the questions you need to pay more attention to. In the following discussion, decide whether you want to take action to modify your habits. No one has all these factors going for him all the time. Everyone experiences self-doubts and ups and downs. Aliveness does not mean perfection! It does mean a willingness to live life openly and fully, acknowledging your humanness. Remember to give yourself credit where you've done well.

The Aliveness Inventory is an opportunity to reflect. Take some time right now, after your initial scoring, to reflect further about each of the questions.

Lifeline Questions

Let the left edge of the box represent the beginning of your life, and the right edge of the box represent the end of your life. The bottom reflects “low points” and the top reflects “high points” in your life. Using the pattern of a business progress chart, draw a line through the box that depicts your past, present, and future. After you have drawn the line, place a check mark (✓) to indicate where you are now.



Now write two brief statements.

I drew the line in this way because...

I put the check mark where I did because...

After comparing your Lifeline with others and discussing why you did what you did, write down what you have learned about yourself (e.g. I tend to be pretty optimistic about myself and my present state.).

- 1.
- 2.
- 3.

Life Action Planning Process

Look at where you are now

Inspect your uniquenesses (strengths, weaknesses, interests, values, etc.)

Formalize your long term vision and purpose

Evaluate your real versus ideal value system and priorities

Articulate your specific long-term goals

Confront the roadblocks (e.g. bad habits, rationalization, lack of accountability, etc.)

Target your goal with specific steps

Initiate receiving support from others (authors, friends, models, etc.)

Objectify the resources needed to fulfill the plan

Note the major elements of your thinking in a *Life Action Plan*

Progress continually seeking clarity, wisdom and making needed mid-course corrections

Let others evaluate your plan and make needed recommendations

Activate your plan

Never stop revising and sharpening your plan

Purpose Questions—Part 3 (Goals)

List 1-3 life goals under each of the following 7 areas. Be sure the goals are measurable, achievable and inspiring and strategic (part of your overall purpose and vision). The goals may deal with daily or weekly activities (do aerobic exercises for 20 minutes four times a week) or they may reflect a life achievement (become an Executive Leadership Coach and reproduce through 100 Personal Leadership Coaches who have trained 1000 who have trained 100,000).

A. Faith (your spiritual life focusing on whatever or whoever is at your center—the real boss)

1.

2.

3.

B. Fitness (mental, emotional, physical, relational, spiritual wholeness and virility)

1.

2.

3.

C. Family (personal and extended)

1.

2.

3.

D. Friends

- 1.
- 2.
- 3.

E. Firm (business and professional work)

- 1.
- 2.
- 3.

F. Fun

- 1.
- 2.
- 3.

G. Finances (remember, these are a means to an end to be used positively or negatively)

- 1.
- 2.
- 3.

E. Where are you feeling out of balance?

F. What one area would you gladly give up 20% of your income for someone else to handle?

G. What one thing, if done consistently and persistently, could you do that would enhance your success the most in your personal life?

H. What one thing, if done consistently and persistently, could you do that would enhance your success the most in your professional life?

Principles Questions

A. What values are guiding your life?

1. Where do you spend your discretionary money?

2. Where do you spend your discretionary time?

3. About what do you day dream?

4. Who do you admire the most? Why?

B. What would your closest friends say you value the most?

C. What are the “hidden areas” in your life that no one else knows?

D. Summarize your top 3 “real” values. What exists now.

1.

2.

3.

E. List what you would like to be your top three guiding values (i.e. a strong family).

1.

2.

3.

F. List what your family would like you to have as your top three guiding values.

1.

2.

3.

G. What source or sources do you use as a basis for your values (i.e. family tradition, spiritual commitment, the Bible)?

H. Write out the core principles you want to guide your life from this point on. Amplify.

I commit to live my life based on these principles...

1. *(i.e. Integrity -for I will seek to be the same in private as I am in public)*

2.

3.

4.

5.

6.

7.

Potential Questions—Part 1 (Capabilities)

A. What are your particular strengths (gifts, abilities, temperament, burdens)?

B. What peak experiences have you had (the great moments in your life)? Why were these great experiences? Think of at least one during the following time periods...

Childhood

Teen Years

Early adulthood (20-35)

Mid adulthood (36-50)

What common threads go through all of these?

C. What particular, unique resources do you have that can be leveraged (talents, contacts, finances, position of power, spheres of influence, etc.)?

D. What activities give you greatest pleasure?

E. List your top three core competencies:

Potential Questions—Part 3 (Soft Spots)

- A. What are your three greatest struggles historically?
 - 1.
 - 2.
 - 3.
- B. Where are you the weakest?
- C. What recurring problems have you had?
- D. If you could change anything about yourself, what would it be?
- E. If your family could change anything about you what would it be?
- F. If your closest friends could change anything about you what would it be?

Partners Questions

A. Who will weep at your funeral?

B. Who are CORE people in your life now?

C. List 5 individuals (outside of your family) or couples you would like to grow old with...

Person (s)

Why did you choose the person (s)?

1.

2.

3.

4.

5.

D. List 3 close, support (in your face) people? How, specifically, do they support you?

1.

2.

3.

E. Who is mentoring you now?

1. List 3 people who stretch you and get you to think outside of your comfort zone...

Person

Contribution to You

1.

2.

3.

2. List 3 ideal mentors you would like to have for personal growth. Write down what they have that you need.

Mentor

Contribution to You

1.

2.

3.

3. List 3 ideal mentors you would like to have for professional growth. Write down what they have that you need

Mentor

Contribution to You

1.

2.

3.

- F. Who would you like to partner up with in the future professionally? Why? What do you bring to the table? What does this person or group bring?

Person

Contribution Professionally

1.

2.

3.

- G. If you were joining a worldwide mission what 3 people would you want to join you? Why? Who would play what role? What role would you play?

Person

Contribution to the Cause

1.

2.

3.

- H. List three people you are mentoring or coaching personally. What are you specifically contributing to each?

Person

Contribution by You

1.

2.

3.

- I. List three people you would like to be mentoring or coaching personally. What can you contribute to each?

Person

Contribution by You

1.

2.

3.

Provisions Questions

- A. What are key resources you need in the following areas to accomplish your mission and leave a lasting legacy?
1. Books and printed materials?
 2. Audio and video helps?
 3. Computer and internet access and skills?
 4. New ways of thinking?
 5. Mentors and a team?
 6. Time resources?
 7. Finances?
 8. Ideas?
 9. Organizations and institutions?

10. Other

B. What will it cost you to procure these resources? How will you handle your finances in such a way as to accomplish the above objectives and priorities?

C. Where can you find the best of these resources? Be specific!

D. When and how specifically will you go about procuring these resources?

Summary Insight Chart

Purpose Insights	Priorities Insights
Potential Insights	Principles Insights
Partners Insights	Provisions Insights

Now, write out your summary insights here.